

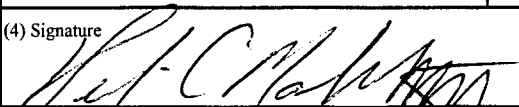
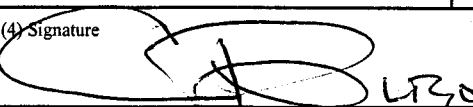


SUPPORT AGREEMENT

1. AGREEMENT NUMBER <small>(Provided by Supplier)</small> WC1SH3-99 273-154	2. SUPERSEDED AGREEMENT NO. <small>(If this replaces another agreement)</small> N/A	3. EFFECTIVE DATE (YYMMDD)	4. EXPIRATION DATE <small>(May be 'indefinite')</small> Indefinite
5. SUPPLYING ACTIVITY		6. RECEIVING ACTIVITY	
1. NAME AND ADDRESS US Army Alaska ATTN: APVR-RDL-AD 500 Richardson Drive #7000 Fort Richardson, Alaska 99505-7000		a. NAME AND ADDRESS US Army Engineer District, Alaska ATTN: CEPOA-RM-M P.O. Box 898 Anchorage, Alaska 99506-0898	
3. MAJOR COMMAND US Army Pacific - W8ON69		b. MAJOR COMMAND USACE • Military WOJVAA, Civilian W1B7AA	
7. SUPPORT PROVIDED BY SUPPLIER			
a. SUPPORT (Specify what, when, where, and how much) See Support Category, POC, and Attachment Matrix on Page Three.		b. BASIS FOR REIMBURSEMENT	c. ESTIMATED REIMBURSEMENT
ADDITIONAL SUPPORT REQUIREMENTS ATTACHED: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		ADDITIONAL SUPPORT REQUIREMENTS ATTACHED: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	
8. SUPPLYING COMPONENT a. CONTROLLER SIGNATURE  KEVIN J. KIHOE, LTC, SF, DRM		9. RECEIVING COMPONENT a. CONTROLLER SIGNATURE  TROY C. JONES, GS-13, RMO	
b. DATE SIGNED 2 Sep 99		b. DATE SIGNED 24 Sep 99	
c. APPROVING AUTHORITY (1) Typed Name KELVIN C. MARSHMENT, COL, IN, Chief of Staff		c. APPROVING AUTHORITY (1) Typed Name SHELDON L. JAHN, COL, EN, Commander	
(2) Organization US Army Alaska, Ft Richardson, Alaska 99505	(3) Telephone Number DSN 317-384-2180	(2) Organization US Army Engineer District, Alaska	(3) Telephone Number (907) 753-2504
(4) Signature 	(5) Date Signed SEP 30 1999	(4) Signature 	(5) Date Signed 24 Sep 99
10. TERMINATION (Complete only when agreement is terminated prior to scheduled expiration date.)			
a. APPROVING AUTHORITY SIGNATURE		b. DATE SIGNED	
c. APPROVING AUTHORITY SIGNATURE		d. DATE SIGNED	

11. GENERAL PROVISIONS (Complete blank spaces and add additional general provisions as appropriate: e.g., exceptions to printed provisions, additional parties to this agreement, billing and reimbursement instructions.)
- a. The receiving components will provide the supplying component projections of requested support. (Significant changes in the receiving component's support requirements should be submitted to the supplying component in a manner that will permit timely modification of resource requirements.)
- b. It is the responsibility of the supplying component to bring any required or requested change in support to the attention of US Army Alaska ATTN. APVR-RDI-AD Ft Richardson AK 99505-7000 prior to changing or cancelling support.
- c. The component providing reimbursable support in this agreement will submit statements of costs to:
US Army Engineer District, Alaska, ATTN: Finance & Accounting, P.O. Box 898, Anchorage, AK 99506-0898
- d. All rates expressing the unit cost of services provided in this agreement are based on current rates which may be subject to change for uncontrollable reasons, such as legislation, DoD directives, and commercial utility rate increases. The receiver will be notified immediately of such rate changes that must be passed through to the support receivers.
- e. This agreement may be cancelled at any time by mutual consent of the parties concerned. This agreement may also be cancelled by either party upon giving at least 180 days written notice to the other party.
- f. In case of mobilization or other emergency, this agreement will remain in force only within supplier's capabilities.

ADDITIONAL GENERAL PROVISIONS ATTACHED: ☒ YES ☐ NO

12. SPECIFIC PROVISIONS (As appropriate: e.g., location and size of occupied facilities, unique supplier and receiver responsibilities, conditions, requirements quality standards, and criteria for measurement/reimbursement of unique requirements.)

ADDITIONAL SPECIFIC PROVISIONS ATTACHED: ☒ YES ☐ NO

SUPPORT CATEGORIES
WC1SH3-99273-154

PD	Responsible Activity & Support Category	svc No	Basis of Reimbursement	Non-reimbursable \$	Reimbursable \$	POC	Phone No	ISA Page No
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Other Units/Program Directors								
CPAC	Civilian Personnel Services		Actual Costs		\$199,386	Director	384-1361	11
					ISA Total	\$199,386		

Attachments	Description	ISA Page No
Attachment II	Standard Provisions	4
Attachment III	Distribution List	8
Attachment IV	Financial Provisions	9
Attachment V	Specific Provisions	11
Attachment VI	Cost Calculations	12
Attachment VII	Agreement # USARPAC-0311 MOA between US Army Pacific (USARPAC) and US Army Corps of Engineers (USACE)	13
Attachment VIII	Memoranda, ASA (M&RA) and ASA (CW); USACE	19

STANDARD PROVISIONS

1. The purpose of this agreement is to establish procedures for US Army, Alaska (USARAK) to follow in providing Civilian Personnel Advisory Center (CPAC) services to US Army Engineer District, Alaska. USARAK provides the support as applicable from Fort Richardson, Alaska.

2. Background:

a. In FY97, the US Army Garrison, Alaska (USAG-AK) assumed responsibility for providing CPAC services to the US Army Engineer District, Alaska. This occurred as part of the Pacific regionalization of civilian personnel operations and the concurrent consolidation of US Army Corps of Engineer Civilian Personnel Offices per memoranda at Attachment VIII.

b. To support the mission, the US Army Corps of Engineers (USACE) agreed to resource three positions at the USAG-AK CPAC until manpower authorizations and workyears were transferred from USACE to US Army Pacific (USARPAC). Since US Army Engineer District, Alaska receives no direct funding for the three positions; they were to transfer as reimbursable manpower and would require an ISA to address reimbursement costs and procedures.

c. The three positions are:

Personnel Management Specialist, GS-201-12
Personnel Management Specialist, GS-201-11
Personnel Assistant, GS-203-06/07

Manpower authorizations and workyears for all three of the positions were reprogrammed by USACE to USARPAC and documented on the TDA (W4UJAA P10499, EDATE 1 June 99) by USAG-AK. When this interservice support agreement is signed the Director, CPAC, will initiate official requests for personnel action to transfer the incumbents of the three positions to the USAG-AK CPAC.

3. The US Army Garrison, Alaska's mission specific to this agreement is to provide civilian personnel support and advisory services to the Alaska District, Corps of Engineers, Commander, managers, employees, and applicants for employment.

4. Receiver's DODAAC is WC1JUW; UIC: W07304 (Civil) and W2SN04 (Military). Receiver's billing address is:

US Army Engineer District, Alaska
ATTN: Finance & Accounting
P. O. Box 898
Anchorage, Alaska 99506-0898

STANDARD PROVISIONS
(Continued)

5. The support agreement is in accordance with DoDI 4000.19, AR 5-9, Defense Finance and Accounting Service-Indianapolis Regulation 37-1 (DFAS-IN, 37-1), and USCINCPACINST 4000.2N. Any USARPAC supplements to these Army regulations would also apply.
6. Agreement modifications: Review the financial provisions of this agreement concerned with reimbursements annually, or as requested by either the Supplier or Receiver. Review the specific provisions triennially, or as requested by either the Supplier or Receiver.
7. For the convenience of having Civilian Personnel Advisory Center (CPAC) personnel on site, Receiver will provide an adequate working facility for three personnelists located at US Army Engineer District, Alaska without reimbursement. Receiver will also provide basic office equipment and supplies, which include but are not limited to office furniture, copier and fax equipment, and administrative supplies. The Personnel Assistant will normally be located on site at the AK District subject to staffing and work load requirements. The Senior Advisor (GS-201-12) will normally be on site at the AK District subject to USAG-AK CPAC requirements at Fort Richardson and the need to insure the incumbent is afforded developmental opportunities available in the Fort Richardson USAG-AK CPAC office. The incumbent of the other Advisor position will be normally be on site at the AK District subject to USAG-AK CPAC requirements at Fort Richardson and the need to insure the incumbent is afforded developmental opportunities available in the Fort Richardson USAG-AK CPAC office, and will be available as needed for duty on site at the USAG-AK CPAC Ft. Richardson. If any of the 3 CPAC personnel relocate to the USAG-AK CPAC office at Fort Richardson and the facility/space at the AK District is no longer required, control of space and equipment (not on the CPAC USAG-AK property book) will revert to the Receiver. If personnel move to Fort Richardson, USARAK likewise will provide adequate facilities without reimbursement. Facilities will be sufficient to support any/all of these positions., The Director, CPAC, will decide, in consultation with the Deputy Commander, AK District, what is the best mix of personnel and their physical location. Paramount in this decision making process is the provision of CPAC services to the AK District, the developmental needs of the personnel assigned to the three positions mentioned above, and overall CPAC work load.
8. When on post Receiver personnel will abide by all post and installation regulations, directives, and policies to include postal, fire, safety, security, and similar administrative procedures. Receiver personnel can use post and installation facilities, on the same basis as the Supplier's installation personnel.
9. Reimbursable support will be charged in accordance with DA policies for the current fiscal year and the terms of this agreement.

STANDARD PROVISIONS
(Continued)

10. In the event of failure of the receiving activity to accept the full quantity of reimbursable support provided for herein, the Supplier shall make reasonable efforts to absorb and/or redistribute any excess of supplies and/or services capabilities to prevent loss to the Army. If such redistribution or absorption cannot be accomplished and loss results to the Supplier, the receiving activity shall reimburse the Supplier to the full extent of such loss in the same manner as if the requested support had been accepted.

11. If services are required which are not specifically addressed in this agreement and the services are available, submit a DD Form 448, Military Interdepartmental Purchase Request (MIPR), to the applicable budget office of the organization providing the service. If it is determined that the service is required on a recurring basis (even if only annually), submit a written request for a revision to US Army Alaska, Directorate of Logistics, Defense Regional Interservice Support (DRIS) Office, ATTN: APVR-RDL-AD, 977 Davis Highway, Fort Richardson, Alaska 99505-7000.

12. Memorandum of Agreement between USARAK and US Engineer District, Alaska is attached as enclosure. Civilian Personnel Servicing Agreement, USARPAC-031, and Pacific Regionalization Operations Manual, dated 30 Sep 96 apply.

13. The agreement will remain in effect during implementation of OPLANS.

14. The Receiver points of contact (POC) are:

US Army Engineer District, Alaska
ATTN: CEPOA-RM-M
P. O. Box 898
Anchorage, AK 99506-0898
Phone: Commercial (907) 753-2590 FAX: Commercial (907) 753-2591

Technical POC:

YVETTE M. DAVIS
ADMINISTRATIVE OFFICER
Phone: Commercial (907) 753-2841 FAX: Commercial (907) 753-1177

15. Supplier points of contact (POC) are:

US Army Alaska
Director of Logistics
ATTN: APVR-RDL-AD
977 Davis Highway
Fort Richardson, Alaska 99505-7000
Phone: 384-7094 Fax: 384-7044
AK Defense Service Network (DSN) Access Code: 317 Commercial: 907

STANDARD PROVISIONS
(Continued)

Technical POC:

US Army Alaska
Director, Civilian Personnel Advisory Center
ATTN: APVR-RCP (Frank Yencharis)
600 Richardson Drive #9700, Rm 147
Fort Richardson, AK 99505-9700

16. Services are provided during normal hours of operation (i.e. 0730 through 1600) or as otherwise posted. Service shall be equal to service provided the suppliers own military and civilian personnel and within established standards and guidelines.

17. Services not offered by USARAK but provided by other commands located in the Fort Richardson and Elmendorf Air Force Base area: Printing by the Defense Automated Printing Service, Defense Finance and Accounting Service by the Defense Military Pay Office, Medical services by US Army Medical Activity - Alaska.

18. The following abbreviations are used frequently in this agreement:

AR	Army Regulation
COLA	Cost of Living Allowance
CPAC	Civilian Personnel Advisory Center
CPOC	Civilian Personnel Operations Center
DA	Department of the Army
DCA	Directorate of Community Activities
DD	Department of Defense
DFAS	Defense Finance Accounting Service
TDA	Table of Distribution and Allowances

DISTRIBUTION LIST

2 - US Army Engineer District, Alaska, ATTN: CEPOA-RM-M, P. O. Box 898,
Anchorage, AK 99506-0898
1 - USARPAC, ATTN: APLG-PM, Fort Shafter, HI 96858-5100
1. - DFAS Honolulu Operating Location, ATTN: DFAS-PC/AOAA, Ford Island, Pearl
Harbor, HI 96860-7553
1 - CPOC APPE-CP-OC
1 - Post Cdr, FRA APVR-RPC
2 - DRM APVR-RRM
APVR-RRM-BB
1 - DCA APVR-RCA
1 - IG APVR-RIG
1 - SJA APVR-RJA
1 - Safety APVR-RDZ
1 - EEO APVR-REEO
2 - CRAC APVR-RCP

FINANCIAL PROVISIONS

1. Funding and Reimbursement Arrangement:

Billing will be processed by the Defense Finance Accounting Service, Honolulu-Operating Location, Ford Island, Pearl Harbor, Hawaii, monthly under cross disbursing [Transactions By Others (TBO)/Transactions For Others (TFO)] procedures. This self-reimbursement (no check drawn) procedure is in accordance with DFAS-IN Reg 37-1. The Voucher for Transfer between Appropriations and/or Funds and substantiating documentation will cite the applicable MIPR number referenced below and will be forwarded to:

US Army Corps of Engineers
Finance Center
5720 Integrity Drive
Millington, TN 38054-5005

with an information copy of the billing to:

US Army Engineer District, Alaska
ATTN: Finance & Accounting Office
P. O. Box 898
Anchorage, AK 99506-0898

The Supplier's Accounting Office address is:

Defense Finance Accounting Service
Honolulu-Operating Location
ATTN: DFAS-PC/AOAA
Building 77, Box 1392
Ford Island, Pearl Harbor, HI 96860-7553

The receiving organization will provide a DD Form 448, Military Interdepartmental Purchase Request (MIPR) yearly to the supplier for services and/or supplies as requested. MIPRs must include the complete accounting classification(s) to be charged in addition to a point of contact and telephone number.

2. Prices of supplies provided under terms of this agreement are from the standard price lists or equivalent guidance.

3. Civilian manpower of supported activity, US Army Engineer District, Alaska as of 26 MARCH 1999 is:

ELMENDORF AFB LOCATION	PERSONNEL ASSIGNED TO OTHER SITES	TOTAL CIVILIANS
384	86	434

4. The US Army Engineer District, Alaska will reimburse USAG-AK for the costs of positions transferred to the USAG-AK TDA for CPAC support. Expenditures for the support categories will be based on actual costs for the appropriate Army Management Structure Code(s) as incurred by Receiver. If there is a more accurate cost driver, it will be used. Where goods or services are provided by contract, prices charged will be adjusted to reflect current contract prices.

FINANCIAL, PROVISIONS
(Continued)

5. Costs of civilian labor, other than contract labor, shall be subject to an additional charge of 25.3% [Effective 1 OCT 98] to cover cost of benefits and 25% for COLA. Contract labor will be charged for at contract cost. Overtime labor to meet requirements of the Receiver will be authorized in advance and will be paid for at prevailing rates.

6. Receiver will issue a DD Form 448, Military Interdepartmental Purchase Request (MIPR) yearly but no later than 15 November to the performing activity as follows:

<u>Activity</u>	<u>Categories (Services)</u>	<u>Amount</u>
US Army Alaska Dir of Community Activities ATTN: APVR-RCA-RMA 1 Headquarters Loop Fort Richardson, Alaska 99505-6600	Civilian Personnel Advisory Center Services Salaries, benefits and awards (\$184,786 + 3,500 =)	\$188,286
	Training normally required by civilian personnelists to obtain or maintain the knowledge, skills, and abilities required to function in their positions.	3,600
	Travel in conjunction with training described above or required in conjunction with meeting their responsibilities as Advisors or Assistants providing CPAC services to the Alaska District.	7,500
TOTAL MIPR AMOUNT:		\$199,386

7. The Supplier performing the activity will forward to (Receiver) a DD Form 448-2, Acceptance of MIPR within fourteen days.

8. Actual reimbursements are charged in accordance with DA policies for the current fiscal year.

9. See the cost calculations at Attachment VI for the support category addressed in this agreement.

Civilian Personnel Advisory Center

CIVILIAN PERSONNEL SERVICES
Personnel Management

SUPPLIER WILL: Provide civilian personnel advisory services in accordance with Pacific Regionalization Operations Manual, 30 September 1996 and current Civilian Personnel Servicing Agreement to US Army Engineer District, Alaska.

Exercise operational control over positions and respective incumbents that provide CPAC support to the US Army Engineer District, Alaska. Services will be in keeping with the current Civilian Personnel Servicing Agreement.

POC

CPAC, FRA, 384-1361/1353

CPAC Satellite Office, FWA, 353-7201

CPAC Satellite Office, FGA, 873-4226

CPAC Satellite Office, US Army Engineer District, Alaska, 753-2832

RECEIVER WILL: Comply with AR 690 series, and all other applicable statutes, rules and regulations.

Reimburse costs of manpower authorizations and workyears transferred to USAG-AK for CPAC support. Reimbursement will be via MIPR and include costs for salaries, benefits, awards, training, travel, and other costs that are typically found as part of civilian personnel servicing to US Army Engineer District, Alaska.

Continue financial responsibilities on a direct or reimbursable basis for the number of positions justified by the addition of US Army Engineer District, Alaska to the CPAC serviced population, based on Assistant Secretary of Army, Manpower & Reserve Affairs staffing ratios.

Comply with local policies and procedures, and all other applicable statutes, rules, and regulations. Promote and adhere to all EEO policies established by the Supplier.

Basis for Reimbursement: Actual costs.

USAG-AK CPAC SUPPORT TO USACE AK
COST CALCULATIONS

<u>EMPLOYEE</u>	<u>LABOR</u>	<u>TRAINING TRAVEL</u>	<u>AWARDS</u>
10/1/XX TO 9/30/XX, GS-7/5	\$28,901 + 25.3% = \$36,213	\$1,200* \$2,500"	UP TO \$1000
	\$28,901 X 25% = <u>\$7,225</u>		
	\$43,438		
10/1/XX TO 9/30/XX, GS-G11/5	\$42,716 + 25.3% = \$53,598	\$1,200* \$2,500*	UP TO \$1000
	\$42,776 X 25% = <u>\$10,694</u>		
	\$64,292		
10/01/XX TO 9/30/XX, GS-12/5	\$51,268 + 25.3% = \$64,239	\$1,200* \$2,500*	UP TO \$1500
}	\$51,268 X 25% = <u>\$12,817</u>		
	\$77,056		
TOTAL FY99 REIMBURSEMENT COSTS FOR SATELLITE CPAC		\$184,786 \$3,600* \$7,500*	UP TO \$3500

Note: Receiver will be responsible for Training and Travel costs as stated in the Financial Provisions, page 10 of 28 pages, paragraph 6. and as needed in order to understand the unique civilian personnel servicing requirements of the Corps of Engineers.

MOA between US Army Pacific and US Army Corps of Engineers



DEPARTMENT OF THE ARMY
HEADQUARTERS, UNITED STATES ARMY, PACIFIC
FORT SHAFTER, HAWAII 96355-5100

10 SEP 1997

REPLY TO
ATTENTION OF:

Servicing Agreement Nr: USARPAC-031

MEMORANDUM OF AGREEMENT
BETWEEN
U.S. ARMY PACIFIC (USARPAC)
AND U.S. ARMY CORPS OF ENGINEERS (USACE)

SUBJECT: Transition of Civilian Personnel Advisory Center (CPAC) Functions from the U.S. Army Engineer District, Alaska, (CENPA), to the U.S. Army Garrison, Alaska (USAG-AK).

1. References:

a. ASA(M&RA) memoranda, 5, 13 and 20 September, 1996, subject: Consolidation of U.S. Army Corps of Engineers Civilian Personnel Offices (Encls 1 - 3).

b. ASA(CW) memoranda, dated 13 and 20 September 1996, subject: Consolidation of U.S. Army Corps of Engineers Civilian Personnel Offices (Encls 4 - 5).

c. USACE memorandum, 4 Nov 96, subject: U.S. Army Engineer District, Alaska, Civilian Personnel Advisory Center (CPAC) Coverage (Encl 6).

d. Pacific Regionalization Operations Manual dated 30 Sep 96.

2. Purpose: This interim agreement provides standard guidance and delineates responsibilities for resourcing, managing, and providing Civilian Personnel Advisory Center (CPAC) services by the USAG-AK to the CENPA.

3. Scope: This agreement is applicable to all elements of the CENPA and to the CPAC, USAG-AK.

4. Background: The USAG-AK has assumed responsibilities for providing CPAC services to CENPA, per the ASA(M&RA) guidance identified in the references above. To support the mission until manpower authorizations and workyears can be transferred to USARPAC, USACE will continue to resource three CPAC civilian positions at CENPA. Since the positions at CENPA are all reimbursable, i.e., provided to CENPA without direct funding and requiring the CENPA civil and military funded projects to generate funding through the overhead rates, the transfer of spates will be augmented by an Intraservice Support Agreement describing the reimbursement of costs to USAG-AK by CENPA. The positions are:

Personnel Management Specialist, GS-201-12
Personnel Management Specialist, GS-201-11
Personnel Assistant, GS-203-06/07

5. Understanding, Agreements, Support and Resources.

a. General.

(1) The Corps of Engineers will support the transfer of up to 3 manpower authorizations and workyears associated with civilian personnel positions at CENPA to USAG-AK as soon as possible. Funds reimbursed to USAG-AK will be through a Military Interdepartmental Purchase Request (MIPR), once the positions are on the USAG-AK TDA. This is because the positions at CENPA are reimbursable, i.e., they come to the Corps without funding and so require that the civil and military funded projects at CENPA generate the funding through an overhead rate charge. Funding reimbursement will include costs for salaries, travel, supplies, equipment, and other costs of civilian personnel services to CENPA.

(2) Until USAG-AK is resourced with the full number of positions justified by the addition of CENPA to the serviced population (based on ASA(M&RA) staffing ratios), CENPA will continue on its Table of Distribution and Allowances (TDA) as USACE employees, sufficient manpower authorizations and workyears to equal the number of USAG-AK manpower authorizations justified by the CENPA serviced population. During this interim, CENPA will be responsible for all costs for these continuing USACE employees and the following will apply:

(a) The authorizations for the three personnelists covered by this agreement will be carried on CENPA's rolls and since they will be paid as members of CENPA, the USACE Time and Attendance System (CETAL) will be used to process their pay. Decisions on requests for leave will be made by the CPAC Director and the CPAC Director will also be provided a copy of the CETAL certified time sheets.

(b) CENPA will not decrement the authorizations for the three personnelist positions or associated workyears and funding without the prior approval of the USAG-AK. Any change in classification or grade of the three positions must be jointly approved by CENPA and USAG-AK.

(c) USAG-AK will have operational control over all three of the personnelist positions and the respective incumbents.

(d) The USAG-AK will provide all CPAC services to CENPA in accordance with standard CPAC servicing identified in the Pacific Regionalization Operations Manual.

(3) During the transition period, but not to exceed 12 months from the latest date of this document's signature (the "effective date"), the three personnelists will be physically located at CSNPA to provide CPAC services. Beginning the workday following the anniversary of the effective date of this agreement, the CPAC director, in consultation with the CENPA Commander, will determine the duty stationing of these personnelists.

(4) The three positions will be placed in the USAG-AK competitive area for merit promotion and reduction-in-force purposes.

(5) The CENPA will provide an adequate working facility for the three personnelists located at CENPA and will provide basic office equipment and supplies for them.

(6) CENPA will provide remote electronic mail capabilities and support for the personnelists while located at CENPA.

b. Duty responsibilities of the three CENPA personnelists are as described in DA Job Description3 RA730, GS-201-12, Personnel Management Specialist, RA610, GS-201-11, Personnel Management Specialist, and RA670, GS-203-06/07, Personnel Assistant. Work assignments will be made by the USAG-AK CPAC Director under his OP-CON responsibilities.

c. Financial responsibilities:

(1) The costs of day-to-day support of CENPA personnelists will continue to be paid by CENPA, until they are able to be transferred to the USAG-AK TDA. These charges include, but are not limited to, pay, travel, benefits, and awards. The Corps' time and attendance system will be used while the three personnelists remain on the CENPA TDA.

(2) The Commander, CENPA, will continue the financial responsibilities for the number of positions (in accordance with DA required staffing ratios) after the spaces are on the USAG-AK TDA, through a reimbursable MIPR. At that time, an Intra-Service Support Agreement, identifying required costs will be signed by the local commanders to document the reimbursement of all required costs by CENPA.

The Commander USAG-AK, in coordination with the CENPA Resource Manager and the Deputy Chief of Staff, Resource Management, USARPAC, will be responsible for justifying and defending the transfer of manpower spaces in the POM process.

d. Personnel responsibilities:

(1) The USAG-AK CPAC Director will be the selecting official for filling the three civilian personnel positions should they become vacant. While the spaces remain on the CENPA TDA, though, the Deputy District Commander, CENPA, will have input on hiring.

(2) The USAG-AK CPAC Director will provide all aspects of supervision over these personnelists, including rating (the CENPA Deputy District Engineer (DDE) may participate with rating input); training; career development; counseling decisions on leave requests; etc.

(3) Once USAG-AK has the manpower authorizations on their TDA, the personnelists, as USAG-AK employees, will be subject to USAG-AK timekeeping and reporting procedures,

6. General provisions:

a. The provisions of this agreement may not cover all day-to-day management situations. Such situations will be resolved on a case-by-case basis between the CENPA Commander and the USAG-AK Commander or their designees.

b. Duplicate originals of this agreement will be signed by approving officials.

c. While this agreement is in effect, the parties agree to keep each other advised of plans, actions and program changes that may impact on the agreement.

7. Implementation:

a. Effective Period. This agreement is effective from the date of the last signature through FY 99 or the date USAG-AK receives manpower authorizations, workyears for the three personnelists (whichever comes first). When mutually agreed, this basic transitional agreement may be supplemented to cover specific issues or unique situations that arise between CENPA and USAG-AK. Such supplements require only the local signatures representing CENPA and USAG-AK.

b. Coordination. The staffing, review, request for changes, and interpretation of general and specific provisions

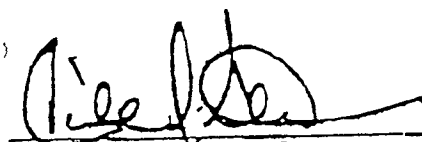
will be coordinated through the points of contact designated below or their successors:

(1) Commander, U.S. Army Corps of Engineers, ATTN: Deputy Commander, P.O. Box 898, Anchorage, AK 99506.

(2) Commander, U.S. Army Garrison-Alaska, ATTN: APVR-RCP, Fort Richardson, AK 99505.

c. Dispute resolution. If disagreements **arise over** interpretation of this agreement that cannot be resolved through mutual agreement of the above parties, the issues will be elevated **through USACE AND USARPAC** chains of command.

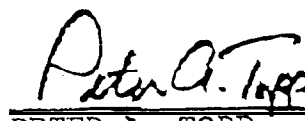
d. Periodic review: This agreement will be reviewed at the request of either party-



RICHARD L. STOUDE
COL, IN
Commanding

DATE

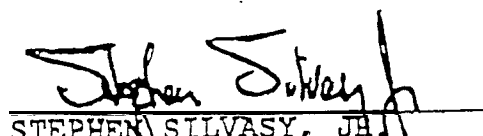
16 May 97



PETER A. TOPP
COL, EN
Commanding

DATE

16 MAY 97




STEPHEN SILVASY, JR.
Major General, USA
Deputy Commanding General
U.S. Army, Pacific

DATE

7 Aug 97

6 Encls
KS



ALBERT J. GENETTI, JR.
Major General, USA
Deputy Commanding General
U.S. Army Corps of Engineers

DATE

26 Sep 97

Enclosures

1. Memorandum from the Assistant Secretary of the Army (Manpower and Reserve Affairs), dated 5 Sep 96, SUBJECT: Consolidation of US Army Corps of Engineers Civilian Personnel Offices (CPO).
2. Memorandum from the Assistant Secretary of the Army (Manpower and Reserve Affairs), dated 13 Sep 96, SUBJECT: Consolidation of US Army Corps of Engineers Civilian Personnel Offices (CPO).
3. Memorandum from the Assistant Secretary of the Army (Manpower and Reserve Affairs), dated 20 Sep 96, SUBJECT: Consolidation of US Army Corps of Engineers Civilian Personnel Offices (CPO).
4. Memorandum from the Assistant Secretary of the Army (Civil Works), dated 13 Sep 96, SUBJECT: Consolidation of US Army Corps of Engineers Civilian Personnel Offices (CPO).
5. Memorandum from the Assistant Secretary of the Army (Civil Works), dated 20 Sep 96, SUBJECT: Consolidation of US Army Corps of Engineers Civilian Personnel Offices (CPO).
6. Memorandum from the Chief of Staff, US Army Corps of Engineers, dated 4 Nov 96, SUBJECT: Request for Civilian Personnel Advisory Center (CPAC) Coverage From the US Army Garrison, Alaska.



DEPARTMENT OF THE ARMY
OFFICE OF THE ASSISTANT SECRETARY
MANPOWER AND RESERVE AFFAIRS
111 ARMY PENTAGON
WASHINGTON DC 20310-0111



REPLY TO
ATTENTION OF

September 5, 1996

MEMORANDUM THRU ASSISTANT SECRETARY OF THE ARMY
(CIVIL WORKS)

FOR COMMANDER, U. S. ARMY CORPS OF ENGINEERS, 20
MASSACHUSETTS AVE, NW, WASHINGTON D. C. 20310

SUBJECT: Corisolidation of U.S. Army Corps of Engineers
Civilian Personnel Offices (CPO)

As you are aware, there has been considerable dialogue between the staff of my Deputy Assistant Secretary for Civilian Personnel Policy (DASA(CPP)/DCP) and your Director of Human Resources regarding the consolidation of small Corps civilian personnel offices that are colocated or in close proximity to other CPOs. I am confident you have been apprised of the current Army policy, on this situation at delineated in Army Regulation 690-250.

Consistent with the policy contained in the AR, there are three U.S. Army Corps of Engineers (USACE) CPOs that must be consolidated with other command/installation CPOs. Given the implementation of regionalization and the transition and reduction of resources of the CPO work force, now is the opportune time to bring the USACE CPOs into conformance with the Army policy. The three CPO that are to be consolidated are:

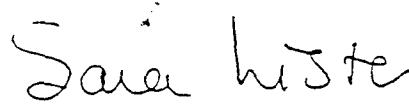
- a. Alaska District with Fort Richardson
- b. Rock Island District with Rock Island Arsenal
- c. Huntsville Division with Redstone Arsenal

Consolidation will occur as the host CPO transitions to regionalized personnel servicing. This will allow for maximum outplacement opportunities and minimize the impact on employees. It is critical that you begin immediately to consolidate the Alaska District as they are proceeding with the stand up of the CPOC and transition of the CPOs to CPACs. As I understand it, all of the Alaska District CPO staff have volunteered for the Pacific CPOC at Fort Richardson. This will allow you to transition to receiving CPAC services from the Fort Richardson CPAC with no adverse impact on your employees as well as saving the expense of recruitment.

The Corps has apparently expressed concern over "ownership" of civilian personnel advisory services. Commanders are encouraged to partner with their new host to ensure that personnel services are provided at least as effectively as at present. Commanders have several options: dedicated CPAC services, a small satellite staff and/or letter input to performance appraisals. In addition, "ownership" of the CPAC on an installation (e.g., Rock Island Arsenal), insofar as it matters, is an issue that should be worked out between the two commands.

Your support of these consolidations is critical. From a resource perspective, we cannot afford redundancy. The manpower spaces must be used as either savings or to pay for the regionalization effort. My staff will work with you to effect the consolidations smoothly and effectively.

I appreciate the support the Corps has provided to our regionalization effort and the leadership they have provided as the lead command for the North Central Region.



Sara E. Lister
Assistant Secretary of the Army
(Manpower and Reserve Affairs)

Copies Furnished:
Secretary of the Army
Chief of Staff, Army
u. s. Army Materiel Command
U. S. Army Pacific Command



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
OFFICE OF THE ASSISTANT SECRETARY
MANPOWER AND RESERVE AFFAIRS
111 ARMY PENTAGON
WASHINGTON DC 20310-0111



September 13, 1996

MEMORANDUM FOR MAJOR GENERAL PAT M. STEVENS IV, ACTING
COMMANDER, U. S. ARMY CORPS OF ENGINEERS,
20 MASSACHUSETTS AVENUE, NW, WASHINGTON,
DC 20314-1000

SUBJECT : Consolidation of U. S. Army Corps of Engineers
Civilian Personnel Offices (CPO)

As you are aware, there has been considerable dialogue between the staff of my Deputy Assistant Secretary for Civilian Personnel Policy (DASA(CPP)/DCP) and your Director of Human Resources regarding the consolidation of small Corps civilian personnel offices that are colocated or in close proximity to other CPOs. I am confident you have been apprised of the current Army policy on this situation as delineated in Army Regulation 690-250.

Consistent with the policy contained in the AR, there are three U. S. Army corps of Engineers (USACE) CPOs that must be consolidated with other command/installation CPOs. Given the implementation of regionalization and the transition and reduction of resources of the CPO work force, now is the opportune time to bring the USACE CPOs into conformance with the Army policy. The three CPOs that are to be consolidated are:

- a. Alaska District with Fort Richardson
- b. Rock Island District with Rock Island Arsenal
- c. Huntsville Division with Redstone Arsenal

Consolidation will occur as the host CPO transitions to regionalized personnel servicing. This will allow for maximum outplacement opportunities and minimize the impact on employees. It is critical that you begin immediately to consolidate the Alaska District as they are proceeding with the stand up of the Civilian Personnel Operations Center (CPOC) and transition of the CPOs to Civilian Personnel Advisory Centers (CPACs). As I understand it, all of the Alaska District CPO staff have volunteered for the Pacific CPOC at Fort Richardson. This will allow you to transition to receiving CPAC services from the Fort Richardson CPAC with no adverse impact on your employees as well as saving the expense of recruitment.

The Corps has apparently expressed concern over "ownership" of civilian personnel advisory services. Commanders are encouraged to partner with their new host. to ensure that personnel services are provided at least as effectively as at present. Commanders have several **options**, dedicated CPAC services, a small satellite staff and/or letter input to performance appraisals. In addition, "ownership" of the CPAC on an installation (e.g., Rock Island Arsenal), insofar as it matters, is an issue that should be worked out between the two commands.

Your support of these consolidations is critical. From a resource perspective, **we cannot** afford redundancy. The manpower spaces must be used as either savings or to pay for the regionalization effort. My staff will work with you to effect the consolidations smoothly and effectively.

I appreciate the support the Corps has provided to our **regionalization effort** and the leadership they have provided as the lead command for the North Central Region.



Sara E. Lister
Assistant Secretary of the Army
(Manpower and Resewe Affairs)

COPY FURNISHED:
ASSISTANT SECRETARY OF THE ARMY (CIVIL WORKS)



DEPARTMENT OF THE ARMY
OFFICE OF THE ASSISTANT SECRETARY
MANPOWER AND RESERVE AFFAIRS
111 ARMY PENTAGON
WASHINGTON DC 20310-0111



REPLY TO
ATTENTION OF

September 20, 1996

MEMORANDUM FOR THE ASSISTANT SECRETARY OF THE ARMY
(CIVIL WOKS)

SUBJECT: Consolidation of U.S. Army Corps of Engineers Civilian
Personnel Offices (CPO)

This confirms our conversation, this dare, in which we agreed that the three Corps of Engineers CPOs discussed in my September 5, 1996 memorandum would be consolidated.

Because of the unique Corps mission and the importance of ensuring the same level of service that is available to other Corps activities, I have instructed my Deputy for Civilian Personnel Policy (DASA(CPP)) to provide special oversight of the CPACs that will service these three Corps locations. In coordination with the servicing commands, she will monitor and provide needed assistance to ensure the transition to CPAC servicing for the Corps commanders is smooth and that they receive quality advisory services.

This servicing arrangement will provide an opportunity to assess the ability of activities to consolidate and provide quality service. Further, the DASA(CPP) will direct the U.S. Army Civilian Personnel Evaluation Agency (USACPEA) to conduct a follow-up review not later than six months from consolidation and transition to regionalized servicing. This evaluation will allow us to make any needed adjustments in CPAC servicing to ensure comparable service as that provided other Corps commanders.

The DASA(CPP) will work with the Corps Director of Human Resources during the transition process and offer an opportunity to participate in the follow-up evaluation.

I appreciate your cooperation in this matter.

Sara E. Liir

Sara E. Liir
Assistant Secretary of the Army
(Manpower and Reserve Affairs)

CF:
CDR, USACE



DEPARTMENT OF THE ARMY
OFFICE OF THE ASSISTANT SECRETARY
CIVIL WORKS
108 ARMY PENTAGON
WASHINGTON DC 20310-0108

REPLY TO
ATTENTION OF

13 SEP 1996

MEMORANDUM FOR ASSISTANT SECRETARY OF THE ARMY (MANPOWER &
RESERVE AFFAIRS), 111 ARMY PENTAGON, WASHINGTON,
D.C. 20310-0111

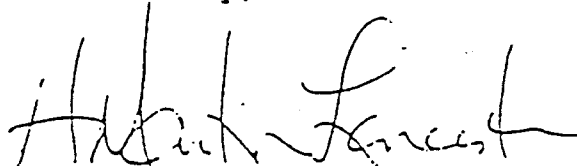
SUBJECT: Consolidation of U.S. Army Corps of Engineers Civilian
Personnel Offices (CPO)

1. Reference your memorandum 5 September 1996, same subject.
2. Your plan to consolidate three Corps of Engineers CPOs with other Army CPOs is not acceptable, and I do not concur. We must seek a solution that will provide our Corps commanders with their own on-site personnel staffs, as your office has previously pledged. I can accept nothing less than what is being provided for most other Army commanders.
3. I do not understand your rationale in citing Army Regulation (AR) 690-250, which states, 'A single civilian personnel office will be established to provide services to all activities located on a single installation' (emphasis added). Clearly, this regulation does not apply to two of the three activities you identify for consolidation.. The Huntsville Technical Advisory Center is in a commercial facility, almost 10 miles from the Redstone Arsenal CPO. The Alaska District CPO is on Elmedorf Air Force Base, and approximately 10 miles from the CPO at Ft. Richardson. Even the Rock Island District, while adjacent to, is technically not on the Rock Island Arsenal installation.
4. Your memo does not address why we need to maintain our own on-site offices. We have unique Civil Works jobs and operations. Non-Corps personnelists are unfamiliar with what we do, and would be unable to advise our commanders and their staffs. Our commanders are entitled to their own advisors, not "satellite offices" staffed by non-Corps people. Again, we deserve the same treatment as most other MACOMs. Lastly, it is very unfair to our people to "change the rules" at this late stage. This is very demoralizing as employees and their families try to plan for the future.

5. I know we cannot afford redundancy or waste. However, I do not believe that providing these three Corps CPOs, within Army's required servicing ratios, is unreasonable. "Savings" of Civil Works manpower spaces would not accrue to Army, and so you are at no financial loss. Additionally, the Corps will be reimbursing Army for both start up and operating costs associated with servicing Civil funded employees. I just do not see the loss to Army; only to the Corps.

6. My staff will continue to work with you to resolve our differences. I look forward to a solution acceptable to us all.

Sincerely,

A handwritten signature in dark ink, appearing to read "H. Martin Lancaster". The signature is fluid and cursive, with a large initial "H" and a long, sweeping underline.

H. Martin Lancaster
Assistant Secretary of the Army
(Civil Works)



DEPARTMENT OF THE ARMY
OFFICE OF THE ASSISTANT SECRETARY
CIVIL WORKS
1000 ARMY PENTAGON
WASHINGTON DC 20310-0100

20 SEP 1996

REPLY TO
ATTENTION OF

MEMORANDUM FOR THE ACTING CHIEF OF ENGINEERS

SUBJECT: Consolidation of U.S. Army Corps of Engineers Civilian Personnel Offices (CPOs)

1. References:

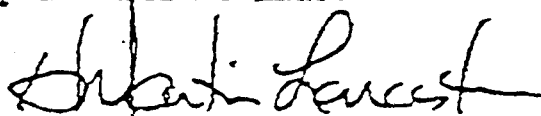
a. ASA(M&RA) memo, 13 September 1996, SAB.

b. ASA(CW) memo, 13 September 1996, SAB.

c. ASA(M&RA) memo, 20 September 1996, SAB.

2. Based upon the understanding contained in reference c. above, please proceed to implement reference a. with regard to consolidation of U.S. Army Corps of Engineers CPOs. Reference b. is withdrawn.

3. Please encourage all personnel and leaders involved in the implementation of this direction to cooperate fully in this undertaking and to make every effort to make it work. Implementation of the consolidation in the Alaska District, the U.S. Army Engineering and Support Center, Huntsville, and the Rock Island District will receive special attention and scrutiny to guarantee their success. If despite the best efforts of all involved it is demonstrated after an appropriate period of testing that the level of support received by those Commanders is substantively different than that provided to the other commands with in-house personnel support, the Assistant Secretary of the Army for Manpower and Reserve Affairs has indicated that the matter will be reopened and whatever adjustment required to provide that consistent level of support will be made.


H. Martin Lancaster
Assistant Secretary of the Army
(Civil Works)



DEPARTMENT OF THE ARMY
U.S. Army Corps of Engineers
WASHINGTON, D.C. 20314-1000

REPLY TO
ATTENTION OF:

24 NOV 1996

CEHR-R (690-900)


MEMORANDUM FOR Chief of Staff, U.S. Army, Pacific, Fort Shafter, HI 96858-5100

SUBJECT: Request For Civilian Personnel Advisory Center (CPAC) Coverage From the U.S. Army Garrison, Alaska

1. Reference ASA(M&RA) memo, dated 20 September 1996, subject: Consolidation of U.S. Army Corps of Engineers Civilian Personnel Offices (CPOs), copy enclosed.
2. By AS A(M&RA) directive, the Corps of Engineers will not provide CPAC level personnel services to our 'U.S. Army Engineer District, Alaska once regionalization is effected. We request that the 'U.S. Army Garrison, Alaska at Fort Richardson, provide these services to the Commander, Alaska District, and that an appropriate transition agreement be developed.
3. We have requested that OASA(M&RA) provide the Fort Richardson garrison with three additional reimbursable positions to cover this increased workload. If that request is declined, we will program the transfer of two (military) reimbursable spaces for FY 99. The third space, recognized as support for the Alaska District CPAC, is funded from our Civil Works Appropriations and cannot be transferred to USARPAC. Funding for these spaces will be provided through an Intra-service Support Agreement between the garrison and the Alaska District.

FOR THE COMMANDER:

Encl


OTIS WILLIAMS
Colonel, Corps of Engineers
Chief of Staff

CF:
Commander, North Pacific Division
Commander, Alaska District